

**MEMORANDUM OF AGREEMENT BETWEEN THE STATE OF CONNECTICUT
DEPARTMENT OF CHILDREN AND FAMILIES AND THE STATE OF
CONNECTICUT JUDICIAL BRANCH
COURT SUPPORT SERVICES DIVISION**

July 1, 2011 - June 30, 2013

WHEREAS, the State of Connecticut Department of Children and Families (DCF) and the State of Connecticut Judicial Branch Court Support Services Division (CSSD) jointly purchase MultiSystemic Therapy Consultation and Evaluation or MST C&E (formerly called Program Development, Training, Clinical Consultation and Quality Assurance or PDTCCQA) services from Advanced Behavioral Health, Inc. (ABH) through a DCF contract with ABH in State Fiscal Years (SFY) 20112 and 2013; and

WHEREAS, DCF and CSSD agree that continuing a collaborative process for the delivery of MST C&E through DCF's contract with Advanced Behavioral Health, Inc. (ABH) will result in significant benefits to the State, including: cost savings, uniform expectations for providers of Multi-Systemic Therapy (MST) and consistency in the delivery of MST C&E;

THEREFORE, it is agreed that:

1. MST C&E for DCF and CSSD MST services will continue to be delivered by ABH under a contract with DCF.
2. DCF will continue to ensure that, under the ABH contract, ABH will provide specialty MST protocol consultation for specific populations and demonstrate the capacity to expand its services to other evidence-based treatments such as Multi-Dimensional Family Therapy (MDFT) and Functional Family Therapy (FFT), and that DCF and CSSD reserve the right to jointly or individually negotiate with ABH for the expansion of services to other evidence based treatment modalities.
3. DCF will ensure that services delivered to DCF and CSSD via the DCF contract with ABH continue to minimally include the following:
 - a. Conduct all training in the theory and application of MST for clinicians, supervisors, administrators, policy makers employed by DCF and CSSD and for DCF and CSSD funded contracted MST providers;
 - b. Assist DCF and CSSD contracted MST providers in maintaining the fidelity of all MST programming through weekly clinical consultation, organizational and systems consultation, ongoing training, and quality management;
 - c. Monitor MST program goals, guidelines, referral mechanisms, and program evaluation systems to assure adherence and fidelity to the MST treatment model and overall program success for existing DCF and CSSD funded MST providers;
 - d. Serve as a Connecticut nexus of communication, coordination, planning, training and facilitation of all service and designated research activities involving existing DCF and CSSD funded MST teams;
 - e. Act as a liaison to DCF, CSSD, key stakeholders in the Connecticut service system and out of state MST consulting entities;
 - f. Participate in the site assessment organizational planning, and training for DCF and CSSD funded MST programs interested in adding or expanding MST services; and

- g. Assist DCF and CSSD in promoting the identification, development, and implementation of effective practice models in the Connecticut service system.
4. DCF and CSSD shall proportionally fund the DCF/ABH MST C&E contract for services related to MST according to the number of MST teams providing services to DCF and CSSD. CSSD will continue to pay for the CSSD Computer Consultant and for maintenance fees associated with the MSTI enhanced website, and DCF will continue to pay for the quality assurance costs of three (3) MST Specialty Teams (1 MST-Building Stronger Families, 1 MST-Problem Sexual Behavior, and 1 MST-Family Integrated Transitions).
5. If MST C&E is required for specialty protocols for specialty populations, or other evidence based treatment, such additional requirements will be developed and implemented by the requesting agency and ABH. The requesting agency will assume the cost of such additional requirements. Should CSSD exercise its rights under this paragraph it shall, in a separate writing, notify DCF and DCF shall issue a transfer invoice to CSSD for the cost to its contract with ABH for such additional requirements.
6. DCF and CSSD shall utilize an agreed upon joint system for the performance monitoring of the services and fiscal reporting provided under the MST C&E contract.
7. Total funding under this Agreement for SFY 12 and SFY 13 will be \$813,825 annually. CSSD funding for SFY 2012 and SFY 2013 will be \$581,315 annually. DCF funding for SFY 2012 and SFY 2013 will be \$232,510 annually. During the course of this Agreement, in the event there is an adjustment to either agency's number of MST teams, the parties will agree in writing to a modification to the proportional amounts of funding.
8. If, based on financial reports from ABH showing unexpended funds for SFY 2011, DCF authorizes, through its contract with ABH, that ABH carry forward to SFY 2012 any funds received as a result of this Agreement, then DCF and CSSD will each receive a reduction to their SFY 2012 ABH contract cost in an amount proportional to the number of MST teams served in SFY 2011. The same process will be employed in SFY 2013 for unexpended SFY 2012 funds. In any other event, DCF shall cause the return of funds from ABH that were provided by CSSD and said funds shall be returned to CSSD or the General Fund if the SFY is closed.
9. Transfer of funds in each SFY shall occur through interagency Transfer Invoices (TI) submitted by DCF to CSSD according to the following schedule:

Date (SFY12 & SFY13)	CSSD Funds
On or about August 1st	\$145,328.75
On or about October 1st	\$145,328.75
On or about January 1st	\$145,328.75
On or about April 1st	\$145,328.75


10. This Agreement may be terminated by either party upon a 90-day written notice to the other party, or upon any date mutually agreed to in writing by the parties.
11. If there are adjustments in the amount of funding provided for this program, such as a COLA increase, change in insurance reimbursements, or a change in the size of the teams, DCF or CSSD will initiate a letter to the other agency that outlines the fiscal change(s). This process will serve as an amendment to the terms of this Agreement, for the remainder of its term.

12. This Agreement is effective upon execution and shall remain in effect until June 30, 2013. The Agreement may not be amended unless by an instrument signed by a duly authorized representative of both parties. This Agreement is subject to the availability of funding from the Connecticut General Assembly and in the event of withdrawal or reduction in funding, CSSD and DCF reserve the right to reduce or terminate this Agreement according to the provisions contained herein.

The persons affixing their signatures herewith enter into this Agreement:

STATE OF CONNECTICUT, JUDICIAL BRANCH LEGAL SERVICES

APPROVED AS TO FORM



MARTIN R. LIBBIN
DEPUTY DIRECTOR

7/13/11
DATE

STATE OF CONNECTICUT, JUDICIAL BRANCH COURT SUPPORT SERVICES DIVISION



WILLIAM H. CARBONE
EXECUTIVE DIRECTOR

DATE

7/26/11

STATE OF CONNECTICUT, DEPARTMENT OF CHILDREN AND FAMILIES



JOETTE KATZ
COMMISSIONER

DATE

8/11/11

MST QA & MST FIT Budgets for FY 2012
by ABH on 6/8/11

	MST			MST-FIT		
	F/Y 11 Budget	FY12 Annual Budget	DIFF	F/Y 11 9 Month Budget	FY12 Annual Budget	DIFF
INCOME						
GRANTS REVENUE	\$ 841,920.00	\$ 813,825.00	\$ (28,095.00)	\$ 138,230.00	\$ 184,307.00	\$ 46,077.00
TOTAL INCOME	\$ 841,920.00	\$ 813,825.00	\$ 28,095.00	\$ 138,230.00	\$ 184,307.00	\$ (46,077.00)
EXPENSES						
SALARIES	\$ 404,239.00	\$ 408,716.66	\$ 4,477.66	\$ -	\$ 8,804.53	\$ 8,804.53
FRINGE BENEFITS	\$ 113,187.00	\$ 116,484.25	\$ 3,297.25	\$ -	\$ 2,509.29	\$ 2,509.29
PROVIDER PAYMENTS	\$ -	\$ -	\$ -	\$ 138,230.00	\$ 171,765.00	\$ 33,535.00
TRAVEL - STAFF (mileage)	\$ 1,479.00	\$ 2,289.25	\$ 810.25	\$ -	\$ 79.75	\$ 79.75
CONTRACTED SERVICES	\$ 148,960.00	\$ 142,250.00	\$ (6,710.00)	\$ -	\$ -	\$ -
COMPUTER CONSULTANT	\$ 16,768.00	\$ -	\$ (16,768.00)	\$ -	\$ -	\$ -
RENT & UTILITIES	\$ 32,169.00	\$ 45,806.41	\$ 13,637.41	\$ -	\$ 768.60	\$ 768.60
TELEPHONE	\$ 7,854.00	\$ 5,804.57	\$ (2,049.43)	\$ -	\$ 172.12	\$ 172.12
CONNECTIVITY	\$ 401.00	\$ 981.36	\$ 580.36	\$ -	\$ 16.47	\$ 16.47
INSURANCE	\$ 3,383.00	\$ 4,058.58	\$ 675.58	\$ -	\$ 68.10	\$ 68.10
OFFICE SUPPLIES	\$ 1,121.00	\$ 811.41	\$ (309.59)	\$ -	\$ 13.61	\$ 13.61
POSTAGE	\$ 1,352.00	\$ 270.00	\$ (1,082.00)	\$ -	\$ -	\$ -
COPYING	\$ 617.00	\$ 463.37	\$ (153.63)	\$ -	\$ 7.77	\$ 7.77
LEGAL	\$ 1,500.00	\$ -	\$ (1,500.00)	\$ -	\$ -	\$ -
OPERATING LEASES	\$ 9,494.00	\$ 348.87	\$ (9,145.13)	\$ -	\$ 5.85	\$ 5.85
CONFERENCES & TRAINING	\$ 26,635.00	\$ 12,775.00	\$ (13,860.00)	\$ -	\$ -	\$ -
RECRUITMENT/WANT ADS	\$ 292.50	\$ 413.22	\$ 120.72	\$ -	\$ 6.93	\$ 6.93
PRINTING	\$ 207.00	\$ 275.20	\$ 68.20	\$ -	\$ -	\$ -
FOOD - MEETING - Chef's Palate	\$ -	\$ 1,400.00	\$ 1,400.00	\$ -	\$ -	\$ -
EQUIPMENT	\$ 1,620.50	\$ 1,000.75	\$ (619.75)	\$ -	\$ 16.79	\$ 16.79
LICENSES- USER	\$ 1,927.50	\$ 2,297.05	\$ 369.55	\$ -	\$ 38.54	\$ 38.54
REPAIRS & MAINT.	\$ 3,008.50	\$ 2,026.46	\$ (982.04)	\$ -	\$ 34.00	\$ 34.00
INDIRECT EXPENSE	\$ 65,353.00	\$ 65,353.00	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSE	\$ 841,918.00	\$ 813,825.40	\$ 28,092.60	\$ 138,230.00	\$ 184,307.36	\$ (46,077.36)